

STATEMENT OF WORK  
Prescription Safety Glasses

Fleet Readiness Center Southwest (FRCSW)  
P.O. Box 357058, Naval Air Station  
North Island (NASNI) SANDIEGO, CA 92135

**SECTION 1 – GENERAL**

The scope of work involves providing prescription safety glasses for the employees of Fleet Readiness Center Southwest (FRCSW). The FRCSW North Island policy requires employees exposed to eye hazardous or operations to be provided with adequate eye protection. Employees shall wear appropriate eye protection when performing eye hazardous operations. Visually impaired employees shall wear protective eye wear at all times regardless of their occupation or work station. This contract is for one (1) base year from the date of award, with the option for four (4) annual renewals.

NAVSUP Fleet Logistics Center (FLC) San Diego will provide the contracting services for FRCSW. The Contracting Officer is a FLCSD resource.

**1.1. PERFORMANCE OBJECTIVE**

The main performance objective of this project is to provide adequate Personal Protective Equipment (PPE) eyewear for the employees of FRCSW in accordance with Federal safety regulations and established industry standards. The selected awardee shall provide FRCSW employees with a reliable source and a variety selection of styles of appropriate safety eyewear.

**1.2. BACKGROUND**

FRCSW is the largest aerospace repair facility in San Diego County and performs factory level and service life extension repairs to several naval aircraft platforms including the F/A-18 attack fighter, H-60 and H-53 helicopters, V-22 Osprey tiltrotor aircraft and E2/C2 aircraft. FRCSW's 2,600 plus civilian employees work in various production environments which require protective eyewear when performing eye hazardous operations such as: pouring or handling of molten metal or corrosive liquids or solids; cutting and welding; drilling; grinding; milling; chipping; abrasive blasting, plating and coating operations or other dust producing operations.

**SECTION 2 - WORK ELEMENTS**

The Government will provide the contractor with a list of employees that require safety glasses via a delivery order. Each delivery order will contain the necessary data elements such as employee's specific prescription, measurements and required lens/frame type.

**2.1 – PROVIDE SAFETY EYEWEAR**

**2.2 — TYPE OF EYEWEAR TO BE PROVIDED**

Occupational and Educational Eye Protection ANSI-Z87.1 requirements must be met: (1) Safety spectacles require special frames. Safety lenses meeting this standard in combination with street-wear frames are not acceptable. Frames must bear the manufacturer's identification trademark on both fronts and temple. See ANSI-Z87.1 for detailed requirements. (2) Tinting, if required, should be in accordance with ANSI-Z87.1 requirements and be a shade appropriate to the "eye hazardous" areas to be entered. (3) Glass lenses must be marked with the letter "H" to indicate treatment for impact resistance.

### 2.3 — PROVIDE SAFETY EYEWEAR FRAME SAMPLES

Contractor shall provide five sets each of safety glass frames and sample box or rotating display with mirror. For each eyewear order the contractor shall supply a carry case, cleaning cloth, and other appurtenances necessary as further specified in this SOW.

One set will be for the on-site location at FRCSW NAS North Island, CA and four sets for FRCSW's off-site operating locations: NAS Lemoore, CA; MCAS Yuma, AZ; NAS Whidbey Island WA; MCAS Kaneohe Bay, HI. Delivery of all five sets of the sample frames and display containers shall be sent to Navy Occupational Safety and Health; NAS North Island; Code 08202, Bldg, 379; San Diego, CA 92135-7058.

The off sites personnel will provide Branch Clinic Opticians measurements for off-site services to the FRCSW Safety Office representative for ordering. Delivery of safety glasses shall be sent to Navy Occupational Safety and Health; NAS North Island; Code 08202, Bldg, 379; San Diego, CA 92135-7058. North Island personnel will deliver the off-site glasses as required.

### 2.4 – SAFETY GLASS LENSES AND FRAMES

#### 2.4.1 — LENS TYPES AND QUANTITIES

The five types of lens specified below shall be available for ordering during the performance of the contract period. Preferred lens material should be scratch resistant and polycarbonate for those individuals involved in high-impact work. The annual quantity of specific lens types below is the Governments estimate of the actual quantities:

LENS TYPES CERTIFIED ANSI Z87.1-2003 Polycarbonate with Scratch Resistant Treatment	OPACITY TREATMENT	ANNUAL QUANTITY i.e., number of PAIRS
Single	Clear	85
Bifocal 28mm <sup>2</sup>	Clear	64
Trifocal 28mm <sup>2</sup>	Clear	5
Progressive Std	Clear	285
Double Segment Bifocal 28mm <sup>2, 3</sup>	Clear	3
Tint Coating <sup>1</sup>	Grey or Brown	70
		442 <sup>4</sup>

<sup>1</sup> Tint coating added to one of the types above, not a separate pair.

<sup>2</sup> Bifocal 35mm, Trifocal 35mm and Double Segment 35mm lens types not required.

<sup>3</sup> Double segment bifocal lenses are for artisans doing overhead work

<sup>4</sup> 442 lens pairs/year, 440 w/ frame types specified in 2.2.2 below and 22 respirator units per 2.2.3.

#### 2.4.2 — FRAME STYLES AND QUANTITIES

The contractor shall provide a selection of frame styles. These styles should consist of standard and modern frames as currently available commercially. In aggregate, across all frame styles, sizes, from small, to large and extra-large should be available along with at least two of the styles having adjustable nose rests or inserts to assure proper fits across a multitude of employee face types.

It is recognized that not all frames styles will be, or even should be, available in all sizes. It is the goal of the Government to (a) encourage the use of safety eyewear by providing a selection of desirable frames and (b) assure a wide range of fits for its employees using a combination of frames and sizes.

To meet the wide availability of sizes, the contractor may choose to offer a number of frames styles within any category. For proposal/pricing purposes, the prospective contractor shall assume 420 frame sets per year and use an average cost per frame style [if multiple style within a category offered] as shown below.

The Government is seeking the provider's experience in meeting its goals as stated in the previous paragraph.

FRAME STYLE CATEGORY MUST BE CERTIFIED ANSI Z87.1-2003	Frame Style Examples – Provide Similar or Brand Name Equivalent Functionality	ANNUAL QUANTITY i.e., number of PAIRS
Traditional Metal Frame w/ Side Guard	“MO5 SafeVision” “3M Alpha”	126
Traditional Nylon Frame w/ Side Guard	“Armourx 7002 SafeVision” “3M D490”	84
Wrap Around Nylon Frame w/ Adjustable Nasal Fittings	“SW06 SafeVision” “3M ZT200”	210
		420

The quantities, brands and styles of safety glass frames available for purchase are not limited to those cited above. The quantities, brands and frame styles specified above represent historic purchase types for pricing evaluation purposes. Historically providers have offered approximately five different types of styles which fit into the above three categories – ex., one type of traditional metal frame, two types of traditional nylon frames and two types of wrap around nylon frame.

It is recommended that each offeror provide descriptive technical information for each style under the three categories with their quotation.

The quantities shown above are the government's estimated annual quantity based on historical usage information. The Government anticipates awarding a firm-fixed price (FFP), Single Award, Indefinite Delivery Indefinite Quantity (IDIQ) type of contract.

#### **2.4.3 — PROVIDE SAFETY FRAMES AND SPECTACLE FRAMES FOR RESPIRATOR USERS**

FRCSW has standardized on 3M full face respirators. Accordingly, FRCSW Safety Department must specify a specific manufacturer's frame/Spectacle kit style for use in this circumstance. Contractor shall provide 3M 6878/07141 spectacle kits (or equivalent third party kit if available) for respirator users consisting of the prescription lenses, frame assembly and rail assembly. A carrying case and cleaning cloth shall be included with each kit. Additional full face respirators are used at FRCSW as well; however, these units are minimal as the 3M has been standardized.

Respirator – Full Face Spectacle Kit Provide Similar or Brand Name Equivalent Functionality	ANNUAL QUANTITY, i.e., number of PAIRS
3M 6878/07141	16
North® by Honeywell 5400 Series Full Face Respirator	2
Bullard Spectrum Series® Full-Face piece	2
MSA Advantage® 4100 Full-Facepiece	2

Respirator	
Total Respirator Kits (2.2.3)	22
Total Frames From Above (2.2.2)	420
Total Eyewear Sets (2.2.1)	442

### **SECTION 3 – OPTICIAN SERVICES**

#### **3.1 — ON-SITE OPTICIAN SERVICES**

Contractor shall provide on-site optician services at FRCSW NASNI as follows:

Qualification/Training requirements:

1. The contractor shall furnish a trained and qualified optician to be on-site for 24 days per year, 8 hours per/day, on standard business days approximately on the 1st and 15th of each month.
2. The optician's employer shall furnish along with proposal submission a copy of a current training certificate issued by the American Board of Opticianry (ABO) or any successor agency to that board to determine no less than entry-level competence as a spectacle lens dispenser.

#### **3.2 — PRE-ORDER Optician responsibilities:**

1. The optician will assist client with selecting frames, measure, fit, adapt frame sizes and lens placement for individual employees according to written optical prescription or specification.
2. The optician will assist with preparation, processing and retention of supporting documentation to support the placement of orders issued by FLCSD, Code 200.

Supporting document that will be sent to the prime contractor's optical laboratory shall contain the following type of data: instructions for grinding and mounting lenses in frames, FRCSW employee information: first and last name, employment number, email, shop code, and the employee's desired safety glasses category, style, size and cost, prescription and eye frame fit and measurement data.

Additional responsibilities may include, adjusting frame and lens position to fit client.

3. The designated Optician shall not actually place any order(s) with the prime contractor. The optician shall organize and stage all data related (prescription data sheets, measurement data etc) received and when an order is placed by FLCSD and received by the prime contractor, the optician may submit all related data to the prime for order processing.

#### **3.3 — POST-ORDER Optician Responsibilities:**

1. The optician will inspect/verify exactness of finished lens spectacles upon receipt of eyewear for accuracy of manufacturing and order fulfillment properties,
2. The optician shall notify the FRCSW employees via phone and or email that eyeglasses are ready for pickup. The optician shall dispense received eyewear to individual employees (aboard FRCSW, San Diego only).
3. The optician shall maintain status of all pending eyewear deliveries as a result of an order(s) issued and report the status to FRCSW and FLCSD cognizant individuals (see Section 5, Points of Contact) prior to the end of each month.
4. The optician shall inspect delivered safety eyewear for accuracy and completeness as it relates to the issued order.

5. The on-site contractor optician will have a designated room within Building 379 for performing these services. The Government will not provide access to a Government computer or Government computer network. The Contractor may furnish their own laptop or mobile device to facilitate documentation processing to support these requirements for the SOW.

#### **SECTION 4 - FRCSW Off-Site Locations:**

4.1 Employees will be fitted by the base clinic opticians and the opticians will forward all supporting data/documents to the FRCSW Safety Department personnel for subsequent ordering. The on-site optician shall process all supporting documentation as identified under Pre-Order Optician Responsibilities number 2.

The use of a dedicated spreadsheet or other tracking method is recommended to coordinate the supporting documentation to be forwarded to the prime contractor for each order issued.

4.2 FRCSW Safety Department personnel shall deliver safety eyewear to the off-site locations for delivery to employees.

#### **SECTION 5 - DELIVERY TIME REQUIREMENT:**

Articles shall be delivered to FRCSW Safety Department within 15 calendar days after the date of each order placed.

The prime contractor shall deliver completed safety eyewear to FRCSW Safety Department, Navy Occupational Safety and Health, NAS North Island; Code 08202, Building 379; San Diego, CA 92135-7058.

Contractor shall process received orders in their facility and check manufactured/assembled eyewear for accuracy and quality prior to shipment to FRCSW Safety Department.

#### **SECTION 6 — ORDERING**

##### **6.1 Authorized Ordering Activity:**

A warranted Contracting Officer of NAVSUP FLC San Diego, Code 200 may place orders against the basic contract. Only the Contracting Officer has the authority to make changes to the basic contract or any orders issued against the basic.

FRCSW personnel or other Government outside of FLCSD, Code 200 do not have authority to implement a change to the basic contract or orders issued against the basic.

Orders will be issued by NAVSUP FLC San Diego to the prime contractor via a written delivery order. Each delivery order will contain a list of the authorized employees for prescription safety glasses and all applicable data required to fulfill an order.

Each list will contain the employee's first and last name, employee's number, employee's shop number, Contract Line Item Number (CLIN), safety glasses category, style, and size etc.

#### **SECTION 7 - REPORTS, DOCUMENTATION**

##### **7.1 — Quarterly Reporting:**

The prime contractor shall compile a listing of safety glasses ordered for each quarter of contract performance. The report shall be submitted at the end of each quarter to the FRCSW Safety Glasses Program Manager, Mr. Mark G. Weir.

The quarterly report shall contain Contract/Order number, date of order, required delivery date, employee's first and last name, employee's number, employee's shop number, and the employee's safety glasses, style, and size ordered.

## **SECTION 8 — INVOICING/PAYMENT INFO**

The contractor shall submit standard commercial invoices in accordance with FAR 52.212-4(g) Invoice. This clause specifies the data elements required to be included on an invoice for the invoice to be considered proper for payment processing. Invoices that do not contain all required data elements may be rejected by the Government.

The following type of information should be included on all invoices:

Contract/order number, applicable CLIN, Government employee's first and last name, employee's number, safety glasses category, style, size, price of glasses issued/bought, date the order was issued, date of the visit, Invoice number/date.

Each invoice shall include an itemized summary of all glasses issued/bought and the total dollar value.

Invoicing Orders <\$3k: Contractor shall submit a written standard commercial invoice in accordance with the paragraph listed above.

Invoicing Orders \$>3k:

The contractor shall utilize the iRAPT/WAWF electronic invoicing system.

### **Payment**

Orders <\$3k will be paid via Government Purchase Card.

Orders >\$3k will be paid via the cognizant Defense Finance and Accounting Service (DFAS) as a result of iRAPT/WAWF invoice processing.

The method of invoice/payment will be specified in each delivery order issued.

The contractor shall invoice for the actual price of the safety glasses that is purchased. This contract does not cover the purchase of lanyard, or other comfort items; comfort items purchased are the responsibility of the employee.

## **SECTION 9 - SPECIAL CONDITIONS**

9.1 All communications with parties outside of the Navy team shall be coordinated through the Navy FRCSW Program Manager (PM), the designated Government Contract Specialists and the FLC Contracting Officer.

9.2 Public Affairs - The service provider shall not disclose any information or data resulting from actions in this project to the news media or public. The service provider shall refer all press or public contacts to the Navy PM.

9.3 Any oral directives, instructions, explanations, commitments and/or acceptances given by any Government employee to the service provider or his personnel, shall not be construed by the service provider as a change in scope to this Contract. Any change in scope of work must be issued to the service provider, in writing, by the Navy's Contracting Officer to be binding on the Government.

## **SECTION 10 – REFERENCES**

10.1 Personal Protective Equipment, U.S. Department of Labor, Occupational Safety and Health Administration (OSHA), OSHA 3151-12R, 2003.

10.2 OPNAVINST 5100.23G Chapter 19 Sight Conservation

## **SECTION 11 – POINTS-OF-CONTACT**

11.1 Designated Government Representative/Technical Points of Contact

- FRCSW Project Manager and Navy Program Manager (PM):

Mr. Mark G. Weir  
FRCSW NAS North Island  
San Diego, CA 92135  
(619) 545-1460  
[mark.weir@navy.mil](mailto:mark.weir@navy.mil)

- FRCSW Eyewear Technical Representative:

Ms. Debbie Skannal  
FRCSW NAS North Island  
San Diego, CA 92135  
(619) 545-3329  
[debbie.skannal@navy.mil](mailto:debbie.skannal@navy.mil)

11.2 Financial process data

- Pay Official DoDAAC – N68732
- Inspect by – N65888
- Approver/Acceptor/LPO DoDAAC – N65888
- Inspector – Mark Weir; (619) 545-1460; [mark.weir@navy.mil](mailto:mark.weir@navy.mil)
- LPO Acceptors – William Fields; (619) 545-5502; [william.k.fields@navy.mil](mailto:william.k.fields@navy.mil)  
Patrick Runk; (619) 545-1493; [patrick.m.runk@navy.mil](mailto:patrick.m.runk@navy.mil)  
Daniel Kneizeh; (619) 545-3139; [daniel.kneizeh@navy.mil](mailto:daniel.kneizeh@navy.mil)
- Certifier – Paula Stauffer; [paula.stauffer@navy.mil](mailto:paula.stauffer@navy.mil)

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